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Louis Brandt
Landscape Architect
12429 Cedar Road
Cleveland

May 20th, 1921

Dr. H. B. Williams
Bowling Green, O.

Dear Sir:

I am writing to advise you that it has been impossible for me to complete the plans on the date mentioned. I have been ill and have been so busy finishing up our many planting jobs that I have not been able to put my personal attention to the work. However, I am working on them and will send the plans just as soon as it is possible for me to finish them.

Yours very truly

Louis Brandt

Moved by Collins, seconded by Brown, that Dr. Williams immediately advise Mr. Brandt that the completed plans for landscape work on the college campus must be delivered in Bowling Green, Ohio, on or before Saturday, June 4th, 1921. Voting aye: Shatzel, Collins, Johnston, Ganz, Brown. Motion carried.

Mr. H. T. Clague appeared before the Board and presented unit prices for the improvement of Wayne Street from the circle south to Wooster. The Board suggested that he employ a competent engineer to figure the amount of rock and earth excavation and any other uncertain quantities and that Mr. Clague make his figures so as to keep the total of the work within the balance of the appropriation, \$4686.88. Voting aye: Shatzel, Johnston, Ganz, Brown. Motion carried.

Dr. Williams reported that the Steinle Construction Company had removed a part of their material from the grounds of the Training School Building and had sold the rails of the side-track to Harry Baron and the lumber to Clint Wilson. Moved by Ganz, seconded by Brown, that the Secretary notify Harry Baron and Clint Wilson to remove the material at once. Voting aye: Shatzel, Johnston, Ganz, Brown. Motion carried.

Moved by Brown, seconded by Ganz, that the Board adjourn to meet Wednesday, June 8th, at 10:00 A. M. Voting aye: Shatzel, Johnston, Ganz, Brown. Motion carried.

ATTEST:

H. J. Johnston Sec'y

J. Shatzel Pres.

Bowling Green, Ohio, June 8th, 1921

The Board of Trustees met on the above date at the call of the President with the following members present: Sec'y H. J. Johnston, Treas. E. H. Ganz, and D. C. Brown. Dr. Williams, President of the College, was also present. D. C. Brown was elected President pro tem. The minutes of the meeting held in Columbus, Ohio, May 11th, 1921, were read and approved. The minutes of the meeting held in Bowling Green, Ohio, on May 21st, were also read and approved.

It was moved by Ganz, seconded by Johnston, that the proposal of H. T. Clague for the improvement of Wayne Street from the Circle south to Wooster Street according to plans and specifications prepared by Louis Brandt, Landscape Architect, be accepted, and the President and Secretary were authorized to enter into contract with Mr. Clague on behalf of the Board. Voting aye: Johnston, Ganz, Brown. Motion carried.

Moved by Ganz and seconded by Johnston that estimate #12 of L. G. Foltz & Sons for \$3500.00 for work on the Training School Building be allowed and paid from the fund designated as "Completing Training School (Emergency - 1919)". Voting aye: Johnston, Ganz, Brown. Motion carried.

Moved by Ganz, and seconded by Johnston, that the claim of R. J. Merriam for \$70.00, being 2% of estimate #12 of L. G. Foltz & Sons, be allowed and paid from the fund designated as "Additions and Betterments (H. B. #762) Completing Training School Building". Voting aye: Johnston, Ganz, Brown. Motion carried.

Moved by Ganz, and seconded by Johnston, that the contract for Lighting Fixtures and installation of same complete except lamps for the Training School Building, be awarded to the Schoedler Mfg. Company of Toledo, Ohio, for the sum of \$2550.00 less \$50.00 as a cash discount, if payment is made within ten days after completion of the contract.

Moved by Ganz, and seconded by Johnston, that the Board adjourn to meet on Thursday, June 16th, 1921, at 10:00 A. M. to attend Commencement Exercises and that a business meeting be held at 1:00 in the afternoon. Motion carried. Meeting adjourned.

ATTEST:

H. J. Johnston Sec'y

D. C. Brown Pres.

Bowling Green, Ohio, June 16th, 1921

The Board of Trustees met on the above date with the following members present: Pres. J. E. Shatzel, Sec'y Dr. H. J. Johnston, Treas. E. H. Ganz, and D. C. Brown. Dr. Williams, President of the College, was also present.